

Pre-Service Training

1. Enroll applicant in nearby STARS (Specialized Training, Assessment, Resources, Support and Skills) Pre-Service Training sessions.

Content must be:

- a. Co-taught by a currently licensed, Teaching Professional Foster Parent (For certification of Teaching Foster Parent, see Attachment A.) and an agency/contracted provider professional staff member;
- b. A minimum of 27 hours;

Related Subject: Attachment B, of this chapter, Pre-Service and In-Service Training; STARS Competencies.
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2. Reimbursement of child care expenses (\$2/child/hr), mileage, and meals, if necessary, at current state rates, can be made through the CS-65 after the applicant has been licensed. The CS-65 is the method of reimbursement to foster parents for expenses incurred during any training (Pre-Service, In-Service, Behavioral Foster Care, Medical Foster Care, etc.).

NOTE: Special expenses (i.e., registration fees) may be approved by the Area Office and paid through the CS-65.

3. Evaluate training experience with foster/kinship applicant and training facilitators.
4. Verify training hours completed.
5. Record required information on SS-60B, Foster Parent Training Attendance Record.

In-Service Training - Family Development Plan

1. Within 30 days of the family becoming licensed, the worker is to schedule a meeting to develop a Family Development Plan (FDP) with the foster/kinship family.

NOTE: Refer to the STARS Resource Development Specialist's Handbook, Step 11
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This plan should be a joint process between the foster/kinship parents and worker that assesses the parents' learning needs in an ongoing, proactive, and purposeful way.

The FDP has four components:

- assessment of the foster family's present level of competencies,
- their annual educational goals,

- methods of reaching those goals, and
 - a way to determine if goals have been met.
2. Enroll licensed foster parent in nearby in-service training sessions, as appropriate and approved by the local office. Available in-service training is listed in Procedure E-6, Attachment C.
- a. Licensed foster/kinship parents are required to complete the following number of in-service training hours.
- Traditional (non STARS-trained) foster/kinship parents are required to complete a minimum of 10 hours annually (20 hours per two year licensure period).
 - Professional foster/kinship are required to complete 15 hours annually (30 hours per two-year licensure period.)
 - Career foster parents are to complete 16 hours annually (32 hours per licensure period).
 - Behavioral foster parents are to complete 15 hours annually (30 hours per licensure period).
 - Medical care foster parents are to complete 15 hours annually (30 hours per licensure period).
- b. Credit for non-agency training may be given, following guidelines contained in Attachment D. The training must have prior approval from the local office.
- c. Credit for educational/informational meetings (less than 8 hours) may be given, following the guide contained in Attachment D. The curriculum and number of hours must have prior local office approval.
3. Arrange reimbursement of childcare expenses (\$2/child/hr), mileage and meals, if necessary, at current state rates through the CS-65.

<p>NOTE: Special expenses (i.e., registration fees) may be approved by the Area Office and paid through the CS-65.</p>
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4. Evaluate use of training experience with foster parent and training facilitators.
5. Verify training hours completed.
6. Record required information on SS-60B, Foster Parent Training Attendance Record.

MEMORANDA HISTORY: